

Nassau County Fire Marshal's Office

Contractors Guide to Plan Submission & Fee Collection

General Inspection Division

Supervisor Michael F. Uttaro

As of 1/1/2009

New

**Grease Hood & Duct System
Plan Submittal**

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Hood & Duct System Permit Application**
- **Required Fees of \$1,000.00**

Supervisor Michael F. Uttaro

New
Accelerated Plan Review
Grease Hood & Duct System
Plan Submittal

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Hood & Duct System Permit Application**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$1,475.00**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Grease Hood & Duct System
Plan Submittal

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Required Fees of NONE**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Accelerated Plan Review
Grease Hood & Duct System
Plan Submittal

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$295.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Grease Hood & Duct System Plan Submittal

- **3 sets of Revised Grease Hood & Duct Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$215.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Accelerated Plan Review
**Grease Hood & Duct System
Plan Submittal**

- **3 sets of Revised Grease Hood & Duct System Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Complete Accelerated Plan Review application**
- **Required Fees of \$510.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved
Grease Hood & Duct System
Plan Submittal

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Required Fees of \$415.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved
Accelerated Plan Review
Grease Hood & Duct System
Plan Submittal

- **3 sets of Grease Hood & Duct System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$710.00**

Supervisor Michael F. Uttaro

Test Inspection Failure
Accelerated Test Inspection
Grease Hood & Duct System

- **Required re-inspection fee of \$415.00**
- **Complete Accelerated Test Inspection application with required fee of \$295.00**
- **Total Required Fees of \$710.00**

Supervisor Michael F. Uttaro

New

Automatic Fire Extinguishing System Plan Submittal

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Automatic Fire Extinguishing System Permit Application**
- **Required Fees of \$1,000.00**

Supervisor Michael F. Uttaro

New
Accelerated Plan Review
**Automatic Fire Extinguishing
System Plan Submittal**

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Automatic Fire Extinguishing System Permit Application**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$1,475.00**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Automatic Fire Extinguishing
System Plan Submittal

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Required Fees of NONE**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Accelerated Plan Review
Automatic Fire Extinguishing
System Plan Submittal

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$295.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

**Automatic Extinguishing
System Plan Submittal**

- **3 sets of Revised Automatic Extinguishing System Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$215.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Accelerated Plan Review
**Automatic Extinguishing
System Plan Submittal**

- **3 sets of Revised Automatic Extinguishing System Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Complete Accelerated Plan Review application**
- **Required Fees of \$510.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved Plans
Automatic Fire Extinguishing
System Plan Submittal

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Required Fees of \$415.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved Plans
Accelerated Plan Review
Automatic Fire Extinguishing
System Plan Submittal

- **3 sets of Automatic Fire Extinguishing System Plans**
- **3 sets of Equipment Cut Sheets**
- **Completed Accelerated Plan Review application**
- **Required Fees of \$710.00**

Supervisor Michael F. Uttaro

Test Inspection Failure
Accelerated Test Inspection
**Automatic Fire Extinguishing
System**

- **Required re-inspection fee of \$415.00**
- **Complete Accelerated Test Inspection application with required fee of \$295.00**
- **Total Required Fees of \$710.00**

Supervisor Michael F. Uttaro

New

Fire Alarm & Smoke Detection Plan Submittal

- **3 sets of Fire Alarm Plans**
- **1 set of Fire Alarm Battery Calculations**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Alarm Plan Approval Application**
- **Completed Fire Alarm Permit Application**
- **Required Fees of \$895.00**

Supervisor Michael F. Uttaro

New

Fire Alarm & Smoke Detection Plan Submittal w/ Rough Out

- **3 sets of Fire Alarm Plans**
- **1 set of Fire Alarm Battery Calculations**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Alarm Plan Approval Application**
- **Completed Fire Alarm Permit Application**
- **Completed Fire Alarm Rough Out Permit Application**
- **Required Fees of \$1,065.00**

Supervisor Michael F. Uttaro

New
Accelerated Plan Review
Fire Alarm & Smoke Detection
Plan Submittal w/ Rough Out

- **3 sets of Fire Alarm Plans**
- **1 set of Fire Alarm Battery Calculations**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Alarm Plan Approval Application**
- **Completed Fire Alarm Permit Application**
- **Completed Fire Alarm Rough Out Permit Application**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$1,540.00**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Fire Alarm & Smoke Detection
Plan Submittal

- **3 sets of Revised Fire Alarm Plans**
- **1 set of Revised Fire Alarm Battery Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of NONE**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Accelerated Plan Review
Fire Alarm & Smoke Detection
Plan Submittal

- **3 sets of Revised Fire Alarm Plans**
- **1 set of Revised Fire Alarm Battery Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$295.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Fire Alarm & Smoke Detection Plan Submittal

- **3 sets of Revised Fire Alarm Plans**
- **1 set of Revised Fire Alarm Battery Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$215.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Accelerated Plan Review
**Fire Alarm & Smoke Detection
System Plan Submittal**

- **3 sets of Revised Fire Alarm & Smoke Detection System Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Complete Accelerated Plan Review application**
- **Required Fees of \$510.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved Plans
Fire Alarm & Smoke Detection
Plan Submittal

- **3 sets of Revised Fire Alarm Plans**
- **1 set of Revised Fire Alarm Battery Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$415.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved Plans
Accelerated Plan Review
Fire Alarm & Smoke Detection
Plan Submittal

- **3 sets of Revised Fire Alarm Plans**
- **1 set of Revised Fire Alarm Battery Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$710.00**

Supervisor Michael F. Uttaro

Test Inspection Failure
Accelerated Test Inspection
**Fire Alarm & Smoke Detection
System**

- **Required re-inspection fee of \$415.00**
- **Complete Accelerated Test Inspection application with required fee of \$295.00**
- **Total Required Fees of \$710.00**

Supervisor Michael F. Uttaro

New

Fire Sprinkler Plan Submittal

- **3 sets of Fire Sprinkler Plans**
- **2 set of Fire Sprinkler Hydraulic Calculations (if necessary)**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Sprinkler System Permit Application**
- **Required Fees of \$1,000.00**

Supervisor Michael F. Uttaro

New
Fire Sprinkler System Plan
Submittal w/ Rough Out

- **3 sets of Fire Sprinkler Plans**
- **2 set of Fire Sprinkler Hydraulic Calculations (if necessary)**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Sprinkler System Permit Application**
- **Completed Fire Sprinkler Rough Out Permit Application**
- **Required Fees of \$1,170.00**

Supervisor Michael F. Uttaro

New
Accelerated Plan Review
Fire Sprinkler System Plan
Submittal w/ Rough Out

- **3 sets of Fire Sprinkler Plans**
- **2 sets of Fire Sprinkler Hydraulic Calculations (if necessary)**
- **2 sets of Equipment Cut Sheets**
- **Completed Fire Sprinkler System Permit Application**
- **Completed Fire Sprinkler Rough Out Permit Application**
- **Completed Accelerated Plan Review application**
- **Required Fees of \$1,645.00**

Supervisor Michael F. Uttaro

Revised Previously Rejected Plans Fire Sprinkler Plan Submittal

- **3 sets of Revised Fire Sprinkler Plans**
- **2 set of Revised Hydraulic Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of NONE**

Supervisor Michael F. Uttaro

Revised
Previously Rejected Plans
Accelerated Plan Review
Fire Sprinkler Plan Submittal

- **3 sets of Revised Fire Sprinkler Plans**
- **2 set of Revised Hydraulic Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$295.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Fire Sprinkler Plan Submittal

- **3 sets of Revised Fire Sprinkler Plans**
- **2 set of Revised Hydraulic Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$215.00**

Supervisor Michael F. Uttaro

**Revised
2x Rejected Plans**
(plans that have been rejected twice
for identical reasons; Fire Marshal
reviewing plans will note this
deficiency in the location log entry)

Accelerated Plan Review
**Fire Sprinkler System Plan
Submittal**

- **3 sets of Revised Fire Sprinkler System Plans**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Complete Accelerated Plan Review application**
- **Required Fees of \$510.00**

Supervisor Michael F. Uttaro

Revised Previously Approved Plans Fire Sprinkler Plan Submittal

- **3 sets of Revised Fire Sprinkler Plans**
- **2 set of Revised Hydraulic Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Required Fees of \$415.00**

Supervisor Michael F. Uttaro

Revised
Previously Approved Plans
Accelerated Plan Review
Fire Sprinkler Plan Submittal

- **3 sets of Revised Fire Sprinkler Plans**
- **2 sets of Revised Hydraulic Calculations (if necessary)**
- **2 sets of Revised Equipment Cut Sheets (if necessary)**
- **Completed Accelerated Plan Review Application**
- **Required Fees of \$710.00**

Supervisor Michael F. Uttaro

Test Inspection Failure

Accelerated Test Inspection

Fire Sprinkler System

- **Required re-inspection fee of \$415.00**
- **Complete Accelerated Test Inspection application with required fee of \$295.00**
- **Total Required Fees of \$710.00**

Supervisor Michael F. Uttaro

Fire Sprinkler System Relocation Permit

- **Complete Existing Fire Sprinkler Head Relocation Permit application with required fee of \$415.00**

****There is no Accelerated application for this filing.**

Supervisor Michael F. Uttaro

Test Inspection
Fire Sprinkler System
Relocation Test
Accelerated Test Inspection

- **Complete Accelerated Test Inspection application with required fee of \$475.00**

**** There is no regular fee or re-inspection fee for a Sprinkler Head Relocation Test Inspection.**

Supervisor Michael F. Uttaro

Test Inspection Failure
Fire Sprinkler System
Relocation Test
Accelerated Test Inspection

- **Complete Accelerated Test Inspection application with required fee of \$295.00**

**** This fee applies when a previous Accelerated Test Inspection for a Sprinkler Head Relocation Test Inspection Fails.**

Supervisor Michael F. Uttaro

Accelerated Test Inspection

Additional Fire Marshal's Required

- **Complete Accelerated Test Inspection application with required fee of \$475.00 + \$295.00 for each additional Fire Marshal required for the test inspection.**

(i.e. An Accelerated Test Inspection with 3 Fire Marshal's would be \$475.00 + (2 x \$295.00) = \$1065.00)

Supervisor Michael F. Uttaro

New

Site Plan Submittal

- **3 sets of Site Plans**
- **Completed Site Plan Permit Application**
- **Required Fees of \$415.00**

Supervisor Michael F. Uttaro

Fee Exemptions

Plan Submittals for Public / Government Buildings

- **Regular plan submissions and revised submissions are **fee exempt**; included in this exemption are test inspection fees, permit fees, plan review fees and rough out permits.**
- **Accelerated Plan Review / Accelerated Test Inspection / are not fee exempt.**

Supervisor Michael F. Uttaro

Assigned Division Location & Task Assignments

General Division

Public Assembly Occupancies including:

- Amusement arcades
- Arenas (**without school**)
- Banquet halls
- Bars / Taverns
- Bowling allies
- Churches (**without school**)
- Community centers (**without school**)
- Country Clubs (public & private)
- Dance halls
- Exhibition halls (**without school**)
- Funeral homes
- Government buildings (*City & Village Only*)
- Gymnasiums (**without school**)
- Restaurants
- Movie theaters
- Pool & Billiard halls
- Skating rinks
- Stadiums (**without school**)
- Swimming pools (**without school**)
- Tennis courts (**without school**)

Business Occupancies including:

- Banks
- Barber shops / Beauty shops
- Dry Cleaning stores
- Firehouses
- Motor Vehicle Showrooms
- Outpatient Medical Facilities
- Police Stations
- Post Offices
- Professional Offices
- Television / Radio Stations

Mercantile Occupancies including:

- Beverage stores
- Department / Big Box type stores
- Markets
- Retail stores
- Shopping Malls

Multiple Residence Occupancies including:

- Apartment buildings
- Condominium Developments
- Garden Apartments
- Houses w/ LEGAL 3 Families or more NOTE:
The Nassau County Fire Marshal's Office has
no enforcement jurisdiction in 1 and 2 Family
Residences or ILLEGAL multiple residences.

Certificates of Fitness including:

- Portable Fire Extinguisher individual certificate

Fire Protection Licenses including:

- Automatic Fire Extinguishing System
Installation company license to install / service
- Fire Sprinkler System Installation company
license to install / service
- Grease Hood & Duct System Installation
company license to install / service
- Portable Fire Extinguisher company license for
sales / service

Industrial Division

Business Occupancies including:

- Airports / Heliports
- Aircraft Repairs
- Bakeries (commercial production)
- Boat yards / showrooms
- Car Washes
- Laboratories; testing / research
- LPG / Propane (liquefied petroleum gas) sales / storage / dispensing / exchange sites
- Lumber Yards
- Marinas / Boat yards
- Pool chemical supply stores(oxidizer locations)
- Print shops
- Telephone Exchanges (i.e. Verizon)

Factory Occupancies including:

- Beverage production / manufacturing
- Brick / Masonry production / manufacturing
- Electric light plants / power houses
- Engine rebuilding plants / manufacturing
- Food processing / manufacturing
- Foundries
- Furniture manufacturing
- Ice manufacturing / production
- Laundries (commercial)
- Manufacturing (miscellaneous) facilities

- Metal production
- Millwork facilities
- Motion picture / television filming
- Printing / Publishing manufacturing facilities
- Recycling plants / processing
- Refuse incineration (garbage plants)
- Trailer parks
- Upholstering manufacturing facilities
- Woodworking facilities

Hazardous Occupancies including:

- Combustible material bulk storage / manufacturing / processing
- Explosive material bulk storage / manufacturing / processing
- Flammable material bulk storage / manufacturing / processing
- Hazardous material bulk storage / manufacturing / processing
- Oxidizer bulk storage / manufacturing / processing
- Toxic material storage / manufacturing / processing

Storage Occupancies including:

- Building products warehouse
- Clothing warehouse
- Food product warehouse

- Merchandise (miscellaneous) warehouse
- Miscellaneous bulk storage facilities
- Motor vehicle scrap / junk yards
- Motor vehicle storage
- Self storage facilities

Certificates of Fitness including:

- Cutting & Welding individual certificate
- Flammable / Combustible Liquid Dispensing Handling individual certificate
- Flammable / Combustible Liquid Storage Tank Testing individual certificate
- Flammable / Combustible Liquid Transportation individual certificate
- Flammable Gas Bulk Transport individual certificate
- Flammable Gas Cylinders Handling individual certificate
- Flammable / Compressed Gas Transport / Handling individual certificate
- Gaseous Oxidizer Handling individual certificate
- Solid / Liquid Oxidizer Handling individual certificate

Fire Protection Licenses for:

- Automatic Fire Suppression License (Article III)

- Flammable / Combustible Liquid Storage Tank Installer's License
- Flammable / Combustible Liquid Storage Tank Remover's License
- LPG / Propane location / company license for sales / exchange of cylinders

Institutional / Education & Special Facilities Division

Business Occupancies:

- Specialty Schools for dancing, cooking, art, ceramics, martial arts, health care, tutorial services, etc.

Education Occupancies:

- Public and Private educational facilities
- Public and Private colleges and technical trade educational facilities

Institutional Occupancies:

- Adult residences including those for persons with physical disabilities or mental disabilities.
- Alcohol and drug treatment centers
- Assisted living facilities
- Child care facilities (including in private homes & religious facilities)
- Congregate care facilities
- Convalescent facilities
- Day care facilities (including in private homes & religious facilities)
- Detention centers
- Detoxification facilities
- Half way houses

- Healthcare facilities
- Hospitals
- Group homes
- Nursing homes
- Mental hospitals
- Penal (jail / prison) facilities
- Social rehabilitation facilities

Miscellaneous Occupancies:

- Nassau County and New York State owned and operated buildings

Hazardous Materials Division

- Hazardous Materials Response Team
- Spill Response
- Gas and Service Stations
- Tent Inspections